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Ontario Department of Education

GENERAL ANNOUNCEMENT

OF

Summer Courses 1938

PRINTED BY ORDER OF
THE LEGISLATIVE ASSEMBLY OF ONTARIO

ONTARIO

TORONTO
Printed and Published by T. E. Bowman, Printer to the King's Most Excellent Majesty
1938

Circular No. 35,—4,000—Jan. 1938

Ontario Department of Education

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ENROLMENT BY SUBJECTS, 1937

Agriculture	1336
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(b) Instrumental	73
Oral French	57
Physical Education	199
General Shop Work	16
Special Shop Work	120
Upper School	449
Vocational Courses	73
Total	——6598

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PART I

SUMMER COURSES FOR TEACHERS IN ACADEMIC SCHOOLS

Agriculture
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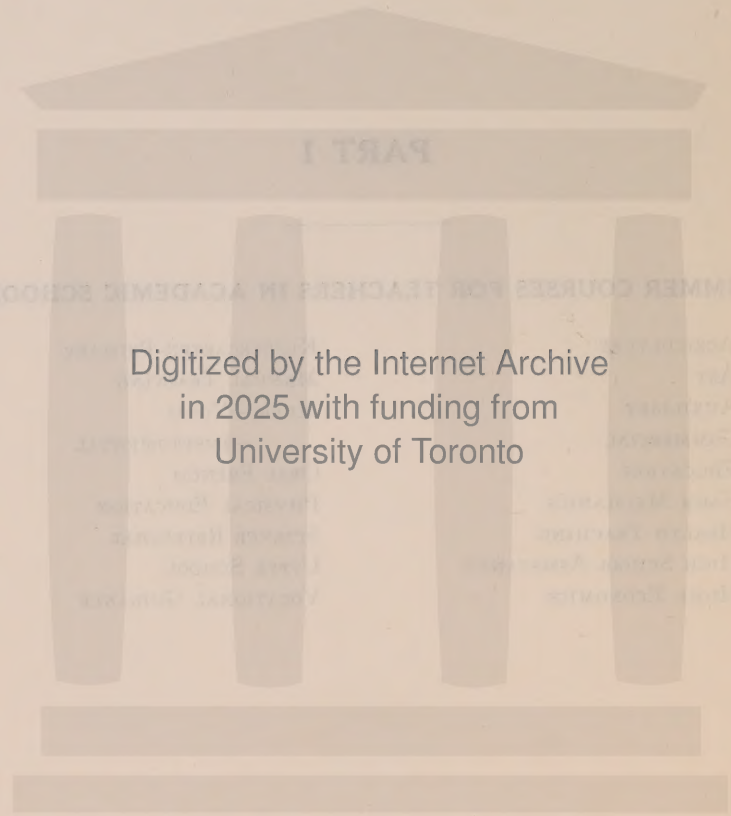
Farm Mechanics
Health Teaching
High School Assistant's
Home Economics
Kindergarten-Primary
Manual Training
Music—Vocal
—Instrumental
Oral French
Physical Education
Science Refresher
Upper School
Vocational Guidance



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GENERAL ANNOUNCEMENT
OF SUMMER COURSES FOR TEACHERS

1938

PART I

COURSES AND CENTRES

1. If a sufficient number of duly qualified teachers apply for admission, the following Courses will be provided from July 4th to August 5th:—

A. By the Department of Education in co-operation with the Ontario Department of Agriculture, leading to certificates as follows:

(a) Elementary in Agriculture, at Guelph and Kemptville.
(b) Intermediate in Agriculture, at Guelph.
(c) Farm Mechanics, at Guelph.
(d) Specialist in Agriculture, at Guelph.

B. By the Department of Education leading to certificates as follows:

(1) Art, (a) Elementary, (b) Intermediate and (c) Specialist, at Toronto.
(2) Auxiliary, at Toronto.
(3) Commercial, (a) Elementary, (b) Intermediate and (c) Specialist, at Toronto.
(4) Education, at Ottawa, Kingston, Toronto and London.
(5) Health Teaching, at Toronto.
(6) High School Assistant's, at Toronto.
(7) Elementary Home Economics, Type C, at Hamilton, and Part 1 only at Ottawa, Type B and Type A at Toronto.
(8) Kindergarten-Primary, at London, Toronto and Ottawa.
(9) Manual Training (a) Elementary at Hamilton and Part 1 only of Type B at Ottawa and (b) Specialist at Hamilton.
(10) Oral French, at Quebec, from July 25th to August 19th.
(11) Physical Education, (a) Elementary, (b) Intermediate, and (c) Specialist, for women at Geneva Park, Lake Couchiching and for men at Kingston.
(12) Science Refresher, at Toronto, from July 25th to August 19th.
(13) Upper School.
(14) Vocational Guidance, at Hamilton.
(15) (a) Vocal Music, (i) Elementary, (ii) Intermediate, and (iii) Specialist, at Toronto and London.
(b) Instrumental Music, (i) Elementary, (ii) Intermediate, and (iii) Specialist, at Toronto and London.

C. The Departmment of Education will provide Upper School courses as follows:

(1) Mathematics and English, at Kingston, Toronto, London and North Bay.

(2) Science, History, Latin and French, at Ottawa, Windsor and Fort William PORT ARTHUR

ADMISSIONS, COURSES AND CERTIFICATES

Teachers-in-Training at the Provincial Normal Schools and the Ontario College of Education are eligible for admission to any of the Summer Courses for which they are otherwise qualified.

Agriculture.

(1) **Elementary.**

To this course may be admitted applicants who hold professional certificates qualifying them to teach in the schools of the Ontario Provincial System. Teachers may be granted Interim Elementary Certificates in Agriculture on the completion of two Summer Courses in Agriculture or on the completion of the following courses:

(i) The Lower School or Middle School course in Agriculture, followed by a course at a Normal School and one Summer Session in Agriculture. Only those who have taken the Lower School or Middle School course by actually attending a school in which Agriculture is taught in accordance with the High School Regulations and approved by the Departmental Inspector of Agriculture and Horticulture will be granted exemption from one Summer Course. The Winter Reading Course is required of all candidates who are completing the requirements for the Elementary certificate in Agriculture and Horticulture by attendance at one Summer Session.

(ii) The Lower and Middle School courses in Agriculture, followed by a course at a Normal School. Only those who have taken the Lower and Middle School courses by actually attending a school in which Agriculture is taught in accordance with the High School Regulations and approved by the Departmental Inspector of Agriculture and Horticulture will be entitled to an Elementary certificate in Agriculture.

When teachers make application for an Elementary Certificate in Agriculture under Section (ii) above, they should forward with their applications their Lower and Middle School certificates, showing their standing in Agriculture, also a statement from the Principal of the School in which they took the course, certifying that they have complied with the requirements of Sections (i) and (ii) above. When applying for exemption from one Summer Course under Section (i) above they should submit with their applications their Lower or Middle School certificate, showing their standing in Agriculture, also a statement from the Principal of the

School in which they took the course, certifying to the completion of the prescribed course in Agriculture.

Note—Teachers who hold certificates of having passed the complete examination in Agriculture of the Lower and Middle School in 1928 or prior thereto, may, on application, accompanied by their certificates, be granted Interim Elementary certificates in Agriculture. Those who in 1928 or prior thereto had passed either the Lower School or the Middle School examinations in Agriculture, but not both, may fulfil the requirements for the Elementary Certificate in Agriculture by completing one Summer Session.

(2) **Intermediate.**

To the course for the Intermediate certificate in Agriculture may be admitted Public and Separate School Inspectors, Normal School Masters, and other applicants who hold professional certificates qualifying them to teach in High or Continuation Schools and whose academic preparation has included a competent knowledge of Science. The minimum requirement is a First Class certificate with Biology and either Physics or Chemistry of the Upper School; or a First Class certificate with Biology of the Upper School and at least two years of experience in teaching Middle School Chemistry and Physics in a Continuation School. The equivalent of Biology and either Physics or Chemistry of the Upper School taken at a University will be acceptable.

(3) **Farm Mechanics.**

To the course in Farm Mechanics may be admitted applicants who hold or are in course of preparation for an Intermediate certificate in Agriculture or male teachers who hold the Elementary certificate in Agriculture.

Note—As a temporary expedient, teachers, who must qualify in Agriculture in 1938 or 1939, or who are completing standing for the Specialist certificate, and who complete successfully the course in Farm Mechanics in 1938, will be regarded as partially qualified to teach Manual Training General Shop Work in schools where Agriculture is taught providing they undertake to complete the course for a Manual Training General Shop certificate as soon as possible.

(4) **Specialist's.**

To the Specialist's Summer Course may be admitted teachers who hold an Intermediate Certificate in Agriculture and either of the following:

(i) A Specialist's certificate in Science.

(ii) A High School Assistant's certificate and a degree in Arts from a British University on courses approved by the Department of Education, and who, in addition, have had at least five years' successful experience as teachers of Science in the Lower and Middle Schools or in the Lower and Upper Schools of a High or Continuation School, including at least two years' successful experience in teaching Agriculture in one of such schools.

The Specialist's Certificate in Agriculture is awarded to a teacher who holds an Intermediate Certificate in Agriculture, a certificate in Farm Mechanics, and who completes successfully the Specialist's Summer Course.

Art.

(1) **Elementary.** To this course may be admitted those who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) **Intermediate.** To this course may be admitted those who hold the Elementary Certificate.

(3) **Specialist's.** To this course may be admitted those who hold the Intermediate Certificate and those who obtained the Elementary certificate prior to 1937.

Note 1.—Prospective candidates for the Elementary Art certificate are advised to make what preparation they can in advance of the course.

Note 2.—As these courses differ in content and method of approach from the old courses it is suggested that teachers who hold Art certificates would be well advised to familiarize themselves with newer methods of teaching Art by attending these courses.

Auxiliary.

Should sufficient numbers apply, three separate though partially articulated courses will be given this year. Certificates obtained in any one or two of these courses are accepted as qualifications under Circular 72 for permanent teaching certificates.

Course I.

For teachers who wish to qualify for positions with regular auxiliary opportunity or handicraft classes.

To this course may be admitted applicants who hold at least an Ontario Second Class professional certificate and who have had at least two years' successful teaching experience in Ontario.

Courses will be given in special psychology, intelligence testing, special methodology and craft work. Texts used are "Training Handicapped Children", Ryerson Press, "The Measurement of Intelligence" by Terman; Testing Material.

Course II.

For teachers who wish to qualify for positions with regular auxiliary speech correction, sick children's or sight saving classes or who wish to fulfil the requirements of the training course provided at the Ontario School for the Deaf.

To the courses in sight saving, speech correction, and sick children's classes may be admitted applicants who hold at least an Ontario Second Class professional certificate and who have had at least two years' successful teaching experience in Ontario. In case of those fulfilling requirements for the training course at the Ontario School for the Deaf, applicants who are not more than twenty-five years of age who hold at least an Ontario First Class professional certificate and who have had at least two years' successful teaching experience in Ontario may be admitted.

Courses will be given in special psychology, intelligence testing and special methodology.

Texts used are "Training Handicapped Chidren", Ryerson Press; "The Correction of Speech Defects" by Peppard; "The Measurement of Intelligence" by Terman; Testing Material.

Course III.

To this course may be admitted (1) teachers holding at least an Ontario Second Class professional certificate who wish later to qualify as regular auxiliary class teachers but who at present do not possess the teaching experience specified in Course I or Course II.

(2) Teachers and social workers in rural and urban areas who, while not desirous of qualifying for positions in regular auxiliary classes, wish to equip themselves better for dealing with problems relative to the training of physically or mentally handicapped children, or behaviour case children. No special qualifications are required for admission to section (2) of Course III.

Entrants under section (1) of Course III will pursue either Course I or Course II as outlined above.

Entrants under section (2) of Course III may pursue either Course I or Course II as outlined above or a more general course dealing with definite sections of both Course I and Course II as desired by the applicant.

Entrants under Course I or Course II who successfully conclude the course will be granted an interim auxiliary class teacher's certificate.

Entrants under sections (1) and (2) of Course III who successfully conclude the course will receive a general auxiliary class certificate valid for the purposes of circular 72 but not entitling otherwise unqualified persons to teach in the public or separate schools of the Province. Upon completion of the specified qualifications this general auxiliary class certificate may be exchanged for a regular interim auxiliary class certificate.

Commercial.

(1) **Elementary.** To this course may be admitted teachers who hold at least First or Second Class certificates.

(2) **Intermediate.** To this course may be admitted those who hold the Elementary certificate.

(3) **Specialist's.** To this course may be admitted those who hold the intermediate certificate and are qualified to teach in the High Schools.

Note—Complete details regarding the Summer Courses leading to the Elementary, Intermediate and Specialist's certificates in Commercial subjects may be had on application to the Department.

Education.

A course will be given in Educational Psychology, History of Education, School Administration, and Special Methodology for teachers holding Interim First Class certificates and having at least two years' teaching experience. This course is one of the essential requirements for the Permanent First Class certificate, and may be taken either before or after the University requirements for this certificate are completed.

Health Teaching.

To this course may be admitted the holders of professional certificates qualifying them to teach in the schools of the Ontario Provincial system.

The rapidly changing conception of the place of the school and the teacher in securing and maintaining the good health of the individual and the community has led to the need for changes in the methods of presenting this subject and for revising our ideas as to what is approved by the health and educational authorities. The curriculum will contain the latest discoveries in health knowledge and practice. The course will provide for formal and informal discussion; observation of the use of materials and methods in the classroom; field trips to study the application of the various scientific procedures as outlined in the lectures.

Due reference is made to those aspects of health education which relate directly to the present health of the pupil and teacher.

No examination will be held at the end of the course. To qualify for credit in the course, the teacher is required to complete satisfactorily the specified assignments, and during a subsequent year of teaching to give satisfactory evidence of the practical application of the course.

High School Assistant's.

To the Summer Course for the High School Assistant's certificate may be admitted teachers who have completed their academic standing for admission to the Ontario College of Education and (1) who hold First Class certificates issued on the completion of one session of attendance at an Ontario Normal school, and who have had at least three years of successful teaching experience in the Public, Separate or Continuation Schools of Ontario; or (2) who hold Permanent Second Class certificates issued after the completion of one session of attendance at an Ontario Normal School, and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario; or (3) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (4) who hold an Interim Vocational certificate and have had at least two years of successful teaching experience in the Vocational Schools of Ontario.

Note 1.—Candidates who have been duly admitted to the Summer Session for the High School Assistant's certificate, who attend throughout the session, and who successfully pass the examinations at the close of the session may be granted by the Minister a Provisional Certificate to teach as a High School Assistant during the ensuing school year, and may be admitted to the final examinations for an Interim High School Assistant's certificate at the Ontario College of Education.

Note 2.—A candidate who is otherwise qualified and who holds a Permanent First Class Certificate issued on the completion of a second session of attendance at a Provincial Normal School may be admitted to the final examinations of the High School Assistants' Course without further attendance.

Note 3.—All other candidates who are otherwise qualified, and who hold Permanent or Interim First or Second Class Certificates, are required to attend the High School Assistants' Course of the Ontario College of Education from January to June before they are admitted to the final examinations of the High School Assistants' Course.

Note 4.—Candidates who are otherwise qualified, who present evidence of professional training in other provinces or countries, may be admitted to the final examinations for the High School Assistant's Certificate with such attendance as the Minister in the light of the evidence may require.

Home Economics.

Elementary. To the course for the Elementary Home Economics Certificate, Type C, will be admitted teachers who hold at least a Second Class certificate.

Note 1.—After July, 1939, the First Class certificate will be required for admission to this course.

Note 2.—Beginning in 1938 the term "Household Science" will be replaced by "Home Economics".

The course is divided into two parts:

Junior Home Economics, Part I.
Junior Home Economics, Part II.

The summer course for Junior Home Economics, Part I, may be taken at the Ontario Training College for Technical Teachers at Hamilton. In 1938 teachers residing in the Eastern part of the Province may be admitted to this course at centres to be arranged in the City of Ottawa.

To the course for Junior Home Economics, Part II, may be admitted teachers who have successfully completed Junior Home Economics, Part I. This course will be held at the Ontario Training College for Technical Teachers at Hamilton.

Note—The Elementary certificate, Type C, is valid in Grades up to and including Grade VIII in rural public and separate schools.

To the course for the Elementary Home Economics certificate, Type B, will be admitted teachers who hold the High School Assistant's certificate, or the First Class certificate with qualifications for teaching in Continuation Schools, and who have completed the course in Upper School Chemistry or its equivalent.

The course is divided into two parts:

Home Economics, Part I.
Home Economics, Part II.

To the course for Home Economics, Part II, may be admitted teachers:

(i) who have successfully completed Home Economics, Part I, during the Summer of 1937, or

(ii) who have successfully completed the supplementary course in Home Economics offered at the College of Education at Toronto during the session of 1937-38, or

(iii) who hold High School Assistant's certificates or First Class certificates with qualifications for teaching in Continuation Schools and who have completed successfully two years of the Associate course at Macdonald Institute, Guelph.

The summer course for Home Economics, Part I and Part II, will be held at the College of Education at Toronto.

Note—The Elementary certificate, Type B, is valid in Grade IX (Fifth Form) in public and separate schools or in Grade IX in high and continuation schools, provided the teacher is otherwise qualified to teach in such schools.

To the course for the Elementary Home Economics certificate, Type A, will be admitted teachers who hold the High School Assistant's certificate or the First Class certificate with qualifications for teaching in Continuation Schools, and who have completed the course in Upper School Chemistry or its equivalent.

The course for the Home Economics certificate, Type A, is divided into four parts:

Home Economics, Part I.
Home Economics, Part II.
Home Economics, Part III.
Home Economics, Part IV.

Part I and Part II of the course for Home Economics certificate, Type A, will be offered at the College of Education, Toronto in 1938.

Part III of the course for the Home Economics certificate, Type A, will be offered in 1939.

Part IV of the course for Home Economics certificate, Type A, will be offered in 1940.

Note—The Elementary certificate, Type A, is valid in Grades IX and X in High or Continuation schools or Collegiate institutes, provided the teacher is otherwise qualified to teach in such schools.

Kindergarten-Primary.

To this course may be admitted teachers who hold at least Second Class certificates and who give proof that they are able to sing, and to play simple airs at sight on the piano or organ.

Length of course—two summer sessions of five weeks each.

Manual Training.

(1) **Elementary,** Type B. To this course may be admitted teachers who hold at least a Second Class certificate.

This course is provided to qualify for the teaching of manual training in rural schools, and the Elementary certificate granted is valid in rural schools only.

Length of course—two summer sessions of 125 clock hours each.

(2) **Elementary,** Type A. To this course may be admitted teachers who hold a High School Assistant's certificate or a First Class certificate with qualifications for teaching in Continuation Schools.

This course is provided to qualify for the teaching of shop work in the smaller High Schools and Continuation Schools.

Length of the course—two summer sessions of 200 clock hours each.

Note—The Elementary certificate either Type A or Type B is required for admission to the one year course leading to the Intermediate certificate.

(3) **Specialist.** To this course may be admitted teachers holding an Intermediate certificate.

Length of course—three summer sessions of 200 clock hours each. The course is divided into Parts I, II and III and must be taken in order.

Parts I and II will be offered in 1938.

(4) **Extension courses.** To these courses may be admitted teachers holding a Specialist's certificate.

(i) Machine Shop Practice and Forging.

(ii) Motor Mechanics and Electricity.

Length of each course—one summer session of 200 clock hours.

Music.

(a) **Vocal.**

(1) **Elementary.** To this course may be admitted applicants who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

Note—The Elementary certificate (Vocal) covers Grades I to V and is valid in Public and Separate Schools only.

(2) **Intermediate.** To this course may be admitted applicants who hold the Elementary certificate.

Note 1.—The Intermediate certificate (Vocal) covers Grades I to VIII and is valid in Public and Separate Schools only.

Note 2.—Applicants who desire to teach Music in Secondary Schools only may be admitted to the Intermediate Course, and if successful will be granted an Intermediate certificate, valid in Secondary Schools only.

(3) **Specialist's.** To this course may be admitted applicants who hold the Intermediate certificate.

Note—The Specialist's certificate (Vocal) covers Grades IX to XIII and is valid in Secondary Schools only.

(b) **Instrumental.**

(1) **Elementary.** To this course may be admitted applicants who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) **Intermediate.** To this course may be admitted applicants who hold the Elementary certificate.

(3) **Specialist's.** To this course may be admitted applicants who hold the Intermediate certificate.

Applicants who do not hold the qualifications prescribed above but whose academic and professional qualifications are satisfactory to the Minister, may be admitted to the Elementary or Intermediate courses.

Oral French.

To this course may be admitted the holders of professional certificates qualifying them to teach in the schools of the Ontario Provincial system, whose academic preparation has fitted them to teach French. The course is intended more particularly for the teachers of French in the Continuation Schools, High Schools and Collegiate Institutes of the Province.

This course is provided to enable teachers of French to improve themselves in French pronunciation, conversation and composition, as well as in methods of teaching the subject. Special attention will be given to the new course of study for Grades IX and X, and the work of the conversation groups will be largely based on the new text book. The examination at the conclusion of the course is optional. Candidates who are successful in passing the examination will be granted a certificate. This year the course will be held in the City of Quebec from July 25th to August 19th. Arrangements will be made for board and lodging in the Sillery Academy for the women and suitable arrangements will be made also for the men. A circular giving details regarding these arrangements and the organization of the course may be obtained on application to the Department of Education.

Physical Education.

(1) **Elementary.** To this course may be admitted teachers who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) **Intermediate**. To this course may be admitted teachers who hold the Elementary certificate.

(3) **Specialist's.** To this course may be admitted teachers who hold the Intermediate certificate or who hold certificates qualifying them to teach in a High School and have taken successfully a course in physical education in a University or elsewhere that is deemed by the Minister the equivalent of the course for an Intermediate certificate.

Note—In addition to these courses there will be given at Geneva Park for women and at Kingston for men, special courses for the Specialist's and Supervisor's certificates as issued under former regulations. To these special courses will be admitted teachers who obtained the Elementary certificate prior to 1937 and are desirous of obtaining the Specialist's or Supervisor's certificate in one summer course. It is expected that hereafter teachers will take for Specialist's standing the regular course of three summers or the equivalent.

Refresher Courses in Science.

To these Courses may be admitted teachers who are qualified under the Regulations of the Department of Education and who have had at least two years' experience in teaching Science.

The Courses will be given at the Ontario College of Education from July 25th to August 19th and will consist of lectures and experimental work covering Lower School Biology and Middle School Physics and Chemistry.

Upper School Subjects.

To the Upper School Courses for entrance to the Normal Schools may be admitted applicants who hold professional certificates, qualifying them to teach in the schools of Ontario.

Vocational Guidance.

An applicant for admission shall have a First Class Professional Certificate, or a High School Assistant's Certificate, or a Vocational Teacher's Certificate or a Manual Training Specialist's Certificate, and five years' successful teaching experience approved by an Inspector of the Department of Education.

The course shall consist of three parts: Parts I and II may be completed in one summer session each; Part III is extra-mural. Part I shall be taken before Part II. Part I will be given in 1938.

Part I

School Organization and Administration,
Economics,
Tests and Measurements,
Educational and Labour Legislation,
Sociolgy.

Part II

Principles and Problems of Vocational Education,
Vocational and Educational Guidance,
Technique of obtaining Occupational Information,
History of Industry.

Part III

Prescribed Reading,
Administration of Tests,
Field Work—Surveys, Job Analysis, Plant Studies.

Successful candidates will be awarded an Interim certificate in Vocational Guidance valid in any Public or Secondary School in Ontario.

GENERAL INFORMATION

Application.

(1) For the satisfactory organization of the courses, applications should reach the Department not later than June 14th. No assurance can be given that applications received later than this date will be considered.

(2) The form of application should be filled in and addressed to the Deputy Minister, Department of Education, Toronto.

(3) If, as a result of the small number of applicants, the Department should decide not to provide a course, applicants for admission thereto will be duly notified.

Transportation.

Reduced fares will be granted both students and instructors by the Canadian Passenger Association as in past years.

Registration.

(1) All Applicants shall present themselves for registration not later than the first day of the session at the places at which the courses are to be given.

(2) The classes will be organized and the work will begin not later than the morning of the second day. Regular attendance is required in all courses.

Fees.

A fee of ten dollars will be charged for admission to any Summer Course being offered this year. This fee will be payable at the opening of the course to the Principal in charge.

Preparation for Summer Courses.

In the Summer Courses, which are necessarily brief, the subjects cannot be treated in detail. Candidates are, accordingly, expected to make as much preparation as possible throughout the school year.

Equipment.

(1) Students in the courses in Agriculture are required to furnish their own working material for plant collections, etc. Such material may be bought at the College. They should also bring field or opera glasses, pocket knives, pocket magnifying glasses, and any books which they possess and have found useful for the work in Agriculture. As a considerable amount of the work is taken out of doors, women students should provide themselves with stout boots, walking skirts, garden hats, gloves, etc.

A swimming pool is provided at Guelph. All students should provide themselves with bathing caps. Women students should bring bathing suits. Tennis courts are also provided at both Guelph and Kemptville. Those who desire to play should bring their racquets and balls.

(2) Students in Household Science are required to provide themselves with the regulation uniform for work in the food laboratories.

A deposit of $1.00, payable to the principal, is required for each student. This amount, minus the cost of equipment destroyed, will be returned at the end of the course.

(3) All women students in the Physical Training Course are required to wear the prescribed costumes in practice classes. The approximate cost of each costume is $10, and printed instructions concerning it will be given out upon registration.

BOARD AND LODGING

(1) (a) Applicants admitted to the Course in Agriculture at the Kemptville Agricultural School, Kemptville, and the Ontario Agricultural College, Guelph, may obtain board and lodging in residence at the rate of $1.00 per diem.

At Kemptville, owing to possible lack of accommodations for all, women students will be given preference in assigning of rooms in residence.

(b) Application for rooms should be made on or before June 22nd, to the Principal of the School at Kemptville, or to the President of the College at Guelph, as the case may be. Each application shall be accompanied by $5.00, which will be allowed on the bill for board and lodging, or will be returned in case of illness or other unavoidable cause of absence.

(c) Rooms will be reserved in the order in which applications therefor are received. Each student rooming in residence at the Ontario Agricultural College must bring the following equipment:—two pairs of single sheets, one pillow, two pillow cases, one bed spread, towels, toilet soap and a laundry bag. All linen should be plainly marked and the students name should be in distinct letters on the laundry bag.

Students in residence at Kemptville are not required to provide this equipment.

(2) The University authorities in Toronto are prepared to offer accommodation to teachers as follows:

For **men**—University Residences—A. T. Laidlaw, University of Toronto; W. J. Little, Bursar and Senior Tutor, Burwash Hall, Victoria College; The Registrar, Trinity House, Trinity College.

For **women**—Whitney Hall, Miss M. B. Ferguson, 79 St. George Street, Toronto; Annesley Hall, Miss J. Macpherson, Victoria College; St. Hilda's College, The Registrar, Trinity College.

(3) A list of suitable and convenient boarding-houses for teachers taking the Home Economics or Manual Training course at Hamilton may be obtained from the Principal of the Training College and a list for teachers taking the Kindergarten-Primary Course at London, Ottawa, or Toronto, from the Principals of the Normal Schools at these centres.

EXAMINATIONS

Centres.

(1) Examinations in the subjects of the Middle and Upper School Normal Entrance courses will be held in August at Ottawa, Kingston, Peterborough, Toronto, Hamilton, London, Stratford, Windsor, Huntsville, North Bay, Sturgeon Falls, Haileybury, Cochrane, Kenora, Fort William and Sault Ste.

PORT ARTHUR

PART II

SUMMER COURSES FOR TEACHERS IN VOCATIONAL SCHOOLS

General Education
Vocational School Principal's Certificate
Specialists' Certificates
Mechanical Drawing
Machine Shop Practice
Extension Courses in Shop Work
Vocational Dressmaking
Pattern Construction and Design in Dressmaking

ONTARIO TRAINING COLLEGE FOR TECHNICAL TEACHERS
HAMILTON

SUMMER COURSES FOR TEACHERS IN INDUSTRIAL, TECHNICAL AND ART SCHOOLS

Session

The courses will commence on July 4th and end on August 5th, 1938.

1.—Supplementary Course in General Education Required for Permanent Ordinary Vocational Certificate

A special course in English, Mathematics and Science for teachers with Interim Certificates.

Length of Course

The course may be taken in one summer session if the candidate has the necessary groundwork. Candidates who have not High School training should do some preliminary work. Candidates who have passed the Middle School examination in one or more of the subjects will be granted credit for the subjects passed.

Requirements for Admission

An Interim Ordinary Vocational Certificate.

Application for admission shall be made on an official form to be obtained from the Ontario Training College for Technical Teachers.

2.—Course for Vocational School Principal's Certificate

This course is intended to provide such knowledge and appreciation of wage-earning occupations, and the problems and organization of vocational schools, as may be required for a Vocational School Principal's Certificate under Reg. 49 (3) (a) of the Regulations for Vocational Schools.

Parts I and II will be offered in alternate summer sessions. Part I shall be taken before Part II.

Part I will be offered in 1938.

Part III will be done extra-murally. Details will be supplied to each candidate as required.

Part I

School Organization and Administration.
Tests and Measurements.
Educational and Labour Legislation.

Part II

Regulations for Vocational Schools.
Principles and Problems of Vocational Education.
Vocational and Educational Guidance.
Occupational Information, Surveys, Job Analysis, Plant Studies.
History of Industry.

Part III

(a) A critical study of prescribed published matter concerning vocational education.

(b) A survey of local industries of the candidate's community.

(c) A study of special type schools.

Requirements for Admission

A High School Principal's Certificate.

Application for admission shall be made on a form to be obtained from the Ontario Training College for Technical Teachers.

3.—Courses for Specialists' Certificates

The course for an Interim Specialist's Certificate in a vocational subject provides for summer courses in English, Shop Mathematics, Science, Economics, Industrial History and advanced courses in General Principles and Special Methods in Vocational Education.

For details of courses, see Announcement of the Ontario Training College for Technical Teachers.

Requirements for Admission

A Permanent Ordinary Certificate in a vocational subject.

Application for admission shall be made on official forms to be obtained from the Ontario Training College for Technical Teachers.

4.—Mechanical Drawing

The course in mechanical drawing is specially designed to meet the needs of shop instructors. It will include freehand dimensional sketching, instrumental drawing and blueprint reading. Some practice will be given in sketching on the blackboard.

Time—Three to five hours a day.

5.—Machine Shop Practice

A special course in machine shop practice in which teachers of mechanical drawing, motor mechanics, and other similar subjects may become acquainted with the more common operations and process of machine shop work.

Instruction in elementary processes used in the machine shop—bench work, simple layouts, chipping, filing and scraping; drill press, drilling and countersinking; lathe, parallel and taper turning, parting, knurling and thread cutting; shaper, flat and side planing; milling machine, plain milling, keyway cutting, gear cutting including plain and differential indexing.

The course is not intended for machinists or tool-makers.

Time—Three to five hours a day.

Requirements for Admission

The following may be admitted to courses 4 or 5:

(1) Teachers holding Interim or Permanent Vocational Certificates.

(2) Teachers holding Manual Training Certificates.

Application for admission shall be made on official forms to be obtained from the Training College.

6.—Extension Courses in Shop Work

(i) Machine Shop Practice and Forging,

(ii) Motor Mechanics and Electricity.

To these courses may be admitted teachers holding a Specialist Manual Training certificate.

Length of each course—one summer session of 200 clock-hours.

These courses are provided to qualify teachers with the Specialist Manual Training certificates, obtained prior to 1937, for teaching the new Shop Work Course in High Schools and Collegiate Institutes.

7.—Special Course B for Vocational Dressmaking Certificate

A special course in practical work in sewing and dressmaking and in the special methods of teaching these subjects for teachers of Home Economics or other certified teachers who have already had some training in sewing and dressmaking.

Length of Course

The course consists of two parts which may be taken in two summer terms of five weeks each. Most of the time is given to practical work. Part of the time is given to lecture work in design and to instruction in special methods of teaching clothing and textiles.

Requirements for Admission

The following may be admitted to this course:

Teachers holding a Household Science Specialist's, Intermediate or Elementary certificate.

Note—Beginning in 1938 the term "Household Science" will be replaced by "Home Economics."

Applications for Admission

Applications for admission shall be made on an official form to be obtained from the Ontario Training College for Technical Teachers, and shall be accompanied by statements on the following official form—Record of Attainments, showing educational attainments, trade training and experience, and other special training.

Requirements for Certificates

Interim Certificates are granted to candidates who

(a) have completed their special course; and

(b) have obtained experience in the trade approved by the Minister.

At least six months' experience in approved shops in work of sufficient variety to gain experience in the principal parts of the trade is required. Documentary evidence of the time served and of the nature of the work shall be furnished.

8.—Course in Pattern Construction and Design in Dressmaking

A special course for teachers of sewing and dressmaking.

To this course may be admitted teachers who

(a) hold a Vocational certificate in Sewing and Dressmaking, or,

(b) have completed successfully Special Course "B" in sewing and dressmaking.

Length of course—one summer session—three hours per day.